

FAUQUIER COUNTY AIRPORT COMMITTEE

MEETING SUMMARY

REGULAR MEETING

Monday, 25 September 2000 – 5:00 p.m.
Warrenton-Fauquier Airport Conference Room

1. Call to Order:

The regular meeting of the Fauquier County Airport Committee was called to order by the Chairman at 5:05 p.m. on 25 September in the Warrenton-Fauquier Airport Conference Room, Midland, Virginia. In attendance were:

Committee (Voting) Members:

Charles M. Medvitz	Scott District Representative, Chairman
F. Scott Seegers	Cedar Run District Representative
James W. Van Luven	Lee District Representative
Sharon Grove McCamy	Fauquier County Board of Supervisors Lee District Representative
Kenneth W. Hyde	Center District Representative
Arthur Nash	Marshall District Representative
Willis P. Risdon	Citizen at Large
Dennis Hunsberger	Citizen at Large

County Staff:

Tony Hooper	Assistant County Administrator
Billy Jenkins	County Operations and Services Supervisor

Staff:

Ron Gatewood	Airport Manager and Fixed Base Operator
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Absent:

Ron Mabry	Special Projects Officer
Ray Graham	Fauquier County Board of Supervisors Cedar Run District Representative

2. Adoption of the Agenda:

Mr. Risdon moved to adopt the agenda as promulgated. Mr. Van Luven seconded, and the vote for the motion was unanimous.

3. Adoption of Minutes, 28 August 2000 Meeting:

Mr. Risdon moved to approve the minutes as distributed. Mr. Hunsberger seconded, and the vote for the motion was unanimous, with Supervisor McCamy abstaining.

4. Introduce Visitors:

Mr. George Paris and Ms. Michelle Schlager and Mr. Howard Estes, representatives of the Virginia Resources Authority, were present.

5. Virginia Resources Authority:

The Committee heard a presentation from VRA representatives. A detailed report concerning the Revolving Loan Fund and VRA Airport Bond program was distributed. The revolving fund is targeted at general aviation airports. The next funding cycle entails applications by June 30, 2001, and funding decisions will be made in August 2001.

The committee discussed a response to the State regarding two Technical Assistance awards:

- **T-hangar Site Development.** This project is estimated at \$300,000 and requires a 20% local match. Mr. Paris discussed a schedule to pursue this project. It is estimated it will take approximately 3-6 months for design and site plan approval. The desirability of gathering information regarding future T-hangar rentals was also discussed. A pro-forma for the project will also be prepared. A sub-committee comprising Mr. Hunsberger, Mr. Van Luven, Mr. Risdon, Mr. Paris and Mr. Hooper will work on this project.

A motion was made by Supervisor McCamy to task the sub-committee with developing a plan to move this project forward and transmitting this plan to the State. Mr. Van Luven seconded, and the motion was passed unanimously.

- **Runway Improvements.** It was noted this grant requires a 2% local match. With land acquisition nearing completion, a plan of action should also be developed and forwarded to the State. The sub-committee appointed above will prepare this plan, as well as a project update for Board of Supervisors review and approval.

6. Liability Insurance:

The chairman asked that staff clarify, at the next meeting, whether the existing insurance requirements for plane owners are reasonable and in accordance with practices of similar facilities.

7. Request by Tracey Corporation to Lease Property to Construct a Maintenance/Corporate Hangar:

Reference was made to the Master Plan, which encourages development of airport facilities by the private sector in accordance to the Master Plan.

Discussion proceeded regarding the need for more information regarding the proposal. At the next meeting, it is anticipated that more detailed information will be

provided by Ron Gatewood. Staff will also have information about the County process if development proposals are requested in the future. Mr. Paris will confirm a general location for the proposed facility, consistent with current plans and needs.

8. Analysis of Financial Operations:

The analysis of financial operations was distributed by the Chairman. Discussion ensued regarding the need for an Airport Manager, with many functions continuing under a contract with a Fixed Base Operator. With the anticipated activity related to future airport improvements, a position funded from airport revenues will be needed in the future. The Chairman also discussed pursuing the SOW that has been developed for the Fixed Base Operator.

9. Airport Budget:

Mr. Hunsberger will meet with Mr. Hooper to prepare a budget submission that will be reviewed at the next Committee meeting.

10. Roundtable:

- Mr. Jenkins provided an update on asphalt and lighting repairs.
- Pictures for the Airport brochure were distributed. These will be forwarded to Economic Development for possible inclusion in the brochure.
- It was noted an aerobatics competition, previously held in conjunction with the Airport Open House, had been scheduled. Committee members noted they were unaware of this event, and that the County requires notice, in advance, regarding preparations related to safety and possible public inquiries.

Because of the lack of notice to the County, the event has been rescheduled. The Committee endorsed the event by a vote. It was noted the FAA has approved airspace (3 boxes) for this activity. It was noted schedules of future events need be to be approved by the Committee, and submitted to the County for appropriate planning/zoning review.

The meeting adjourned at 7:10 p.m.

11. Next Meeting:

The next meeting of the Fauquier County Airport Committee will be 23 October 2000, at 5:00 p.m., in the Airport Conference Room.

Attachments:

- *Warrenton-Fauquier Airport Operations Analysis Version 2, dated 9-25-00*
- *Report of Preliminary Expenditures and Revenues through August 31, 2000*